

Job Title: Manager, Behavioral Health Programs

State Classification: Managed Care Program Manager 1

Executive Service

Supervision: Under general supervision of the Behavioral Health Deputy Director-Behavioral Health Operations

Monthly Salary starting: *\$3,366/\$40,392

* Salary exceptions may be considered based on the background and experience of the individual applicant.

Primary Roles and Responsibilities:

- Manage specific program initiatives within existing HCFA/ TennCare programs including TN Health Link, I/DD Behavioral Health Systems of Support and substance use disorder programs.
- Work directly with HCFA's Health Link training vendor on curriculum, coaching and conferences; daily access to Navigant's SharePoint site to review documents and monitor the program; assist BH Ops Director with other Health Link tasks; may require at least quarterly travel to Health Link organizations.
- Lead bi-weekly phone calls and quarterly on-site meetings with MCO and I/DD providers on Systems of Support service; work with LTSS on co-managing the SOS service; liaison with LTSS on Employment Community First initiatives and participate in related meetings.
- Liaison with substance use disorder agencies including TDMHSAS, TAADAS, MCOs, DOH and internal HCFA staff including pharmacy and Office of Medical Director to assist with coordinating HCFA substance use disorder initiatives and program design and policy implementation.

Knowledge, Skills and Abilities:

- Demonstrated management and leadership skills; ability to work independently with minimum supervision
- Ability to represent TennCare in a professional manner; strong communication skills with the ability to participant and/or facilitate interdepartmental and community meetings and workgroups
- Intermediate to advanced Excel skills with the ability to analyze and summarize report data
- Working clinical knowledge of mental health and substance use disorder services
- Experience with policy development and policy analysis, especially with TennCare policies

Required Education/Experience:

Graduation from an accredited college or university with a bachelor's degree and experience equivalent to five years of professional level experience interpreting policy or procedural provisions for a TennCare, Medicaid, Managed Care, or other related health insurance organization, of which one year must include drafting contractual requirements, developing rules and regulations, or supervising professional staff who deal with health insurance.

Desired:

- A Master's in a behavioral health, public health or health management field is preferred.
- A minimum of 5 years of behavioral health related work experience. Additional experience preferred includes project or policy development, policy management and implementation at a community mental health center or similar agency.
- Experience working in the Tennessee community behavioral health system preferred, but not required.

Qualified candidates should send a cover letter, resume and references to debbie.bresee@tn.gov with **subject line "Application: BH Programs Manager"** no later than July 31, 2017.

References will not be contacted until successful completion of interview.